

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1358261
Vendor Name: Constant Contact, Inc.
Invoice Number: LYCMVC8AB9820
Invoice Date: 04/07/20
PO Number: P0369483
Check Number: 0267826
Check Amount: \$ 1,050.00
Check Date: 05/12/2020
Department ID: 00774
Reviewer Name:
Voucher Number: V0618110
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

From: gonzales33929@cod.edu
Sent: Tue Apr 14 09:10:55 CDT 2020
To: invoicing@cod.edu
CC:
Subject: Community Relations invoice for payment

Hello,
Attached please find a signed invoice ready for payment processing.
Have a great day.
Stay safe.
Sandra

Sandra Gonzales, Administrative Assistant
Community Relations | Marketing and Communications
College of DuPage | 425 Fawell Blvd., | IRC 1045-1 | Glen Ellyn, IL 60137



Invoice

College of DuPage
Attn.: Ami Chambers
3492 Fletcher Ln

Aurora, IL 60506

Invoice Number: LYCMVC8AB9820
Invoice Date: 04/07/2020
Username: chambersa@cod.edu
Terms: Due upon receipt
Next Billing Date: Apr 14, 2020

US
6309423823

AP VERIFIED

04/14/20 - MARIA ZERRUDO

Description

Amount

Constant Contact - Email Plus

\$1,050.00

Prepay for 30% Off-12 Months | 5001 - 10000 Contacts

AMOUNT DUE: \$1,050.00

Please make checks payable in U.S. funds to Constant Contact, Inc., noting your Invoice Number or Constant Contact Username on the check. Please include the bottom portion of this Invoice with your remittance to prevent any interruption in service.

Constant Contact, Inc. is a corporation with a Federal Tax ID number of: 04-3285398.

Note:

1. Payments under a prepayment plan are non-refundable deposits on account with Constant Contact that will be used to settle future monthly invoices.
2. Pre-payment amounts are estimated based on your current selection of services and may not be sufficient to last the discount period you choose.
3. Actual charges and discounts will be calculated at the time of your monthly invoice based on products and add-on services to which you subscribe and related usage.
4. If your account balance is too low to cover your monthly invoices, we'll convert your account to a standard monthly payment plan.

Billing questions? Please call Customer Support at (855) 229-5506
Constant Contact - 1601 Trapelo Road, Suite 329 - Waltham, MA 02451

Please do not reply to this email, as the reply address does not go to a monitored mailbox. If you have additional questions, please visit our Help Center at <http://www.constantcontact.com/help>.



Detach and return this portion

Invoice Number: LYCMVC8AB9820

AMOUNT DUE: \$1,050.00

Invoice Date: 04/07/2020

Username: chambersa@cod.edu

PO #
369483

Please send check to:

Constant Contact
Attn.: Accounts Receivable
1601 Trapelo Road, Suite 329

Plan & Services: Constant Contact - Email Plus

OK to pay
X Ami Chambers